



By-law Number 2024-038

A by-law to authorize the transfer of identified annual surpluses to departmental reserves at yearend.

Subsection 417 of the Municipal Act, 2001 permits a municipality to establish a reserve for any purpose for which it has authority to spend money.

The Council of the Corporation of the County of Bruce has determined that to support programming, and ensure financial sustainability, it is prudent to transfer select surpluses to departmental reserve on an annual basis to provide sufficient funds for timing and costing fluctuations. Surpluses specifically identified and approved by Council will be actioned annually by the Treasurer in line with this by-law without requiring a budget amendment.

The Council for the Corporation of the County of Bruce enacts By-law 2024-038 as follows:

1. That the County Treasurer be directed to transfer any surpluses earned in the specified accounts or programs outlined in Appendix A to the identified reserves on an annual basis.
2. That transfers be completed to fund reserves up to the specified maximum target balance for each reserve, if applicable, after which point the surplus would be allowed to flow through to the general surplus.
3. That transfers of surpluses only be completed by the Treasurer to the extent that they do not shift the departmental or corporate budget into a deficit position.
4. This by-law shall come into effect the 4th day of July, 2024.

Passed this 4th day of July 2024.

Chris Peabody
Warden

Linda White
Clerk

Appendix A: Authorized Annual Surplus Transfer to Reserves

Department	Identified Surplus	Limit	Reserve
Transportation & Environmental Services	Annual surplus balance generated as a result of machine time allocation.		Transportation & Environmental Services - Fleet Capital Reserves
Transportation & Environmental Services	Annual surplus generated from the sale of forest products which are over and above budgeted amount.		Environmental Services - Departmental Reserve
Transportation & Environmental Services	Annual surplus in winter controls program.	Up to reserve target maximum	Transportation & Environmental Services - Winter Control Reserve
Human Resources	Employee wellness program unspent annual funds.	Up to reserve target maximum	Human Resources - Employee Wellness Reserve
Information Technology	Annual unspent information technology subscription costs.	Up to reserve target maximum	Information Technology - Departmental Reserve
Planning & Development	Planning legal budget annual unspent funds.		Planning - Legal Reserve
Planning & Development	Planning official plan budget annual unspent funds.		Planning - Departmental Reserve
Planning & Development	County contribution in Economic Development for partially funded grants that were not approved at yearend.	Up to reserve target maximum	Economic Development - Departmental Reserve
Corporate Services	Annual surplus from County net insurance & legal budget.		County Insurance & Legal Reserve
Human Services	Annual surplus from Bruce County Housing Corporation net insurance & legal budget.		BCHC Insurance & Legal Reserve
Human Services	Annual surplus from children's activity assistance program.		Human Services - Departmental Reserve
Library	Annual proceeds from sale of used Library books in excess of budget.		Library - Departmental Reserve
Museum	Monies generated from the sale of de-accessioned Museum Artifacts.		Museum - Departmental Reserve
Government Relations	Employment Services Performance Based funds received and unspent at yearend.		Employment Services - Performance Based Funds Reserve